

City of Deltona

2345 Providence Blvd.
Deltona, FL 32725

Minutes

Development Review Committee

Thursday, February 4, 2016

9:00 AM

2nd Floor Conference Room

1. CALL TO ORDER:

The meeting was called to order at 9:06 am.

2. ROLL CALL:

Also present: City Manager, Jane Shang; Planning & Development Assistant Director, Ron Paradise; Project Administrator - Construction, Phyllis Wallace; Project Administrator - Environmental, Chris Cornett; Administrative Assistant, Kathrine Kyp; Rafael Ramirez, Halifax Health; Steven Jackson, FLAD Architects; Mark Trotter, FLAD Architects; Dennis Graven, Zev Cohen and Associates; Paul McGuan, Landmark Healthcare Facilities and Michelle Marsh, Landmark Healthcare Facilities.

Present: 5 - Member Leigh Grosvenor
Member Gerald Chancellor
Member Chris Bowley
Member Tom Pauls
Member Steve Roland

3. APPROVAL OF MINUTES & AGENDA:

Minutes of November 5, 2015

Motion by Member Roland, seconded by Member Chancellor, to . The motion carried by the following vote:

For: 5 - Member Grosvenor, Member Chancellor, Member Bowley, Member Pauls and Member Roland

4. PRESENTATIONS/AWARDS/REPORTS:

5. PUBLIC FORUM:

6. OLD BUSINESS:

7. NEW BUSINESS:

Pre-Application Meeting: Halifax Health - Halifax Crossings BPUD

Mr. Bowley stated that the meeting underway is in regards to a pre-application meeting regarding Halifax Hospital. Mr. Trotter provided information regarding the building phases. He noted that the development will be broken out into three phases; Phase I - Free Standing Emergency Department, Phase II - Surgical and Diagnostics Platform and Phase III - Inpatient Bed Units. Discussion regarding the square footage, fire safety access and build out completion occurred.

Mr. Bowley and Mr. Graven discussed the stormwater pond proposed for Halifax Health's location and the relation to the master stormwater pond previously defined in the PUD.

Discussion regarding the secondary access into the property occurred.

Mr. Pauls provided information to the applicants regarding landscaping, signs, concurrency, impact fees, and Overall Development Plan.

Mr. Trotter provided information and key milestone dates for the regulatory approvals. Mr. Bowley noted that the Final Plat approval process is needed in order for the site to be developed. Mr. Pauls stated that a peer review consultant will be called upon for the final plat review.

Mr. Jackson asked how to facilitate a prompt review of the applications. Mr. Bowley stated that, Chapter 75, of the City's Code outlines the process. He noted that the more the application is complete or detailed, the faster the application will go. Discussion regarding the approval processes for the site plan application and the final plat. Mr. Bowley noted that, in order to go before the City Commission, the final plat has to allow at least 14 days to adhere to internal agenda memo processes.

Discussion regarding burning materials, multi-modal transport, signage occurred amongst city staff and applicants.

Mr. Ramirez asked Mr. Bowley the process regarding the the plat review process works with regard of peer review consultants. Mr. Bowley noted, that the city does not have an in-house surveyor and therefore has consultants that will be a part of the review process. Mr. Pauls stated that the City contacts the consultant for a quote to review, then the applicant is notified to submit a check for the cost to review. Once the City receives the escrow check from the applicant, the consultant is notified to begin their review. Mr. Pauls noted, that the consultant's review runs concurrent with the City's review.

Ms. Wallace stated that in the notes section of the plat, it is helpful to have the responsibilities called out and itemized what will be maintained privately and publicly.

Ms. Cornett stated that for tree removal and landscaping requirements you will need to show on the plans with hatching lines where the 15% is maintained. She stated that anything that is dead, dying or diseased will need to have an arborist review and submit it to the City. Once received by the City the tree is no longer a tree.

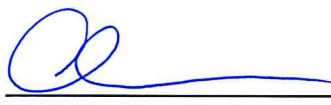
Mr. Roland stated that an approved site plan needs to be completed before any review of building permits. Ms. Grovesnor stated that in terms of the water supply and fire hydrants, calculations for the entire build out will need to be submitted and then broken out by phases as long as each phase is properly protected.

8. STAFF COMMENTS:

9. BOARD/COMMITTEE MEMBERS COMMENTS:

10. ADJOURNMENT:

The meeting adjourned at 10:30 am.

 3/3/16

Chris Bowley, Chairperson

ATTEST:

 3/3/16

Kathrine Kyp, Board Secretary